



The Commonwealth of Massachusetts  
Executive Office of Health and Human Services  
Department of Public Health  
William A. Hinton State Laboratory Institute  
305 South Street, Jamaica Plain, MA 02130

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**To:** Ms. Nicole Medina

**From:** Linda Han, M.D., M.P.H., Director, Bureau of Laboratory Sciences

**Date:** April 26, 2011

**RE:** Non-FMLA Leave Request

**CC:** Julianne Nassif

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We are in receipt of your March 29<sup>th</sup> request for non-FMLA leave intermittently through December 31, 2011. Due to the significant ongoing operational needs of the drug lab, your request for non-FMLA leave is denied. You do have the ten days of union leave that may be taken intermittently in full day increments before November 21, 2011.

Your twenty six weeks FMLA leave will exhaust on May 21, 2011. You may use your own sick time for Monday May 23 and Tuesday May 24. We look forward to seeing you back on Wednesday May 25, 2011.